



6 August 2012

---

**Information circular\***

To: Members of the staff

From: The Assistant Secretary-General for Human Resources Management

Subject: **Designation of duty stations for purposes of rest and recuperation**

1. In accordance with ST/AI/2011/7/Amend.2, on rest and recuperation, and following inter-agency consultations, the Office of Human Resources Management approves the duty stations that qualify for rest and recuperation, determines the duration of the period of qualifying service (frequency) and designates rest and recuperation destinations. The annex to the present circular lists the duty stations approved for rest and recuperation purposes effective as at 1 July 2012.
2. Should security or severe hardship conditions improve or deteriorate at specific duty stations during the course of the year, the frequency may be adjusted by the Office of Human Resources Management following inter-agency consultations. Similarly, significant changes in a duty station environment may result in the approval or discontinuation of rest and recuperation.
3. In duty stations where the rest and recuperation periodicity has been reduced, the new cycle takes effect immediately. In duty stations where the rest and recuperation periodicity has been increased (4 to 6, 6 to 8 or 8 to 12) or discontinued, staff members or other eligible individuals who have already started accruing qualifying service prior to 1 July 2012 may avail themselves of rest and recuperation after completing the period of qualifying service previously in effect. The new rest and recuperation periodicity shall apply from the date of return to the duty station.

---

\* Expiration date of the present information circular: 31 December 2012.

**Annex****Consolidated list of duty stations<sup>a</sup> approved by the Office of Human Resources Management for rest and recuperation (as at 1 July 2012)**

| <i>Duty station</i>                                                                                                                                                                                                                                                                                                                           | <i>Frequency</i> | <i>Rest and recuperation destination</i> |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------|
| <b>Afghanistan</b>                                                                                                                                                                                                                                                                                                                            |                  |                                          |
| Kandahar, Tirinkot                                                                                                                                                                                                                                                                                                                            | 4 weeks          | Dubai                                    |
| Rest of country                                                                                                                                                                                                                                                                                                                               | 6 weeks          | Dubai                                    |
| <b>Algeria</b>                                                                                                                                                                                                                                                                                                                                |                  |                                          |
| Tindouf                                                                                                                                                                                                                                                                                                                                       | 8 weeks          | Las Palmas                               |
| <b>Burundi</b>                                                                                                                                                                                                                                                                                                                                |                  |                                          |
| Muyinga, Ruyigi                                                                                                                                                                                                                                                                                                                               | 8 weeks          | Nairobi                                  |
| Gitega, Makamba, Ngozi                                                                                                                                                                                                                                                                                                                        | 12 weeks         | Nairobi                                  |
| <b>Central African Republic</b>                                                                                                                                                                                                                                                                                                               |                  |                                          |
| Rest of country except Bangui                                                                                                                                                                                                                                                                                                                 | 8 weeks          | Yaoundé                                  |
| <b>Chad</b>                                                                                                                                                                                                                                                                                                                                   |                  |                                          |
| Entire country                                                                                                                                                                                                                                                                                                                                | 8 weeks          | Addis Ababa                              |
| <b>Côte d'Ivoire</b>                                                                                                                                                                                                                                                                                                                          |                  |                                          |
| Entire country                                                                                                                                                                                                                                                                                                                                | 8 weeks          | Accra                                    |
| <b>Democratic Republic of the Congo</b>                                                                                                                                                                                                                                                                                                       |                  |                                          |
| Aru (Ituri district, Orientale Province), Beni (North Kivu Province), Bukavu (South Kivu Province), Bunia (Ituri district, Orientale Province), Butembo (North Kivu Province), Dungu (Haut-Uele), Goma (North Kivu Province), Kindu (Maniema Province), Mahagi (Ituri district, Orientale Province), Uvira (South Kivu Province)              | 6 weeks          | Entebbe                                  |
| Bandundu (Bandundu Province), Gemena (Equateur Province), Kalemie (North Katanga), Kamina (Katanga Province), Kananga (Kasai Occidental Province), Kinshasa (Kinshasa Province), Kisangani (Orientale Province), Libenge (Equateur Province), Matadi (Bas Congo Province), Mbandaka (Equateur Province), Mbuji-Mayi (Kasai Oriental Province) | 8 weeks          | Entebbe                                  |
| Lubumbashi                                                                                                                                                                                                                                                                                                                                    | 12 weeks         | Entebbe                                  |

| <i>Duty station</i>                          | <i>Frequency</i> | <i>Rest and recuperation destination</i> |
|----------------------------------------------|------------------|------------------------------------------|
| <b>Democratic People's Republic of Korea</b> |                  |                                          |
| Pyongyang                                    | 8 weeks          | Beijing                                  |
| <b>Ethiopia</b>                              |                  |                                          |
| Gode, Kebredahar, Jijiga (Somali region)     | 6 weeks          | Addis Ababa                              |
| Assosa                                       | 8 weeks          | Addis Ababa                              |
| <b>Gaza and West Bank</b>                    |                  |                                          |
| Gaza (entire), West Bank (entire)            | 8 weeks          | Amman                                    |
| <b>Guinea-Bissau</b>                         |                  |                                          |
| Bissau                                       | 12 weeks         | Dakar                                    |
| <b>Haiti</b>                                 |                  |                                          |
| Entire country                               | 8 weeks          | Santo Domingo                            |
| <b>Iraq</b>                                  |                  |                                          |
| Baghdad, <sup>b</sup> Basra, Kirkuk          | 4 weeks          | Amman                                    |
| Erbil                                        | 8 weeks          | Amman                                    |
| <b>Kenya</b>                                 |                  |                                          |
| Dadaab                                       | 6 weeks          | Nairobi                                  |
| Marsabit                                     | 8 weeks          | Nairobi                                  |
| <b>Liberia</b>                               |                  |                                          |
| Entire country                               | 8 weeks          | Accra                                    |
| <b>Libya</b>                                 |                  |                                          |
| Al Khufra, Benghazi, Tobruq, Tripoli         | 8 weeks          | Malta                                    |
| <b>Mali</b>                                  |                  |                                          |
| Bamako, Mopti, Kayes                         | 8 weeks          | Dakar                                    |
| <b>Morocco</b>                               |                  |                                          |
| Laayoune                                     | 12 weeks         | Las Palmas                               |
| <b>Niger</b>                                 |                  |                                          |
| Tahoua                                       | 12 weeks         | Niamey                                   |

| <i>Duty station</i>                                                                                                                                                                                                                                                                                                                                                                                                                                                            | <i>Frequency</i> | <i>Rest and recuperation destination</i> |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------|------------------------------------------|
| <b>Pakistan</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                |                  |                                          |
| Peshawar                                                                                                                                                                                                                                                                                                                                                                                                                                                                       | 6 weeks          | Dubai                                    |
| Islamabad, Karachi                                                                                                                                                                                                                                                                                                                                                                                                                                                             | 8 weeks          | Dubai                                    |
| <b>Papua New Guinea</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                  |                                          |
| Port Moresby                                                                                                                                                                                                                                                                                                                                                                                                                                                                   | 12 weeks         | Brisbane                                 |
| <b>Philippines</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |                                          |
| Cagayan De Oro, Cotabato City                                                                                                                                                                                                                                                                                                                                                                                                                                                  | 8 weeks          | Manila                                   |
| <b>Serbia</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                  |                                          |
| Kosovo Province                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 8 weeks          | Ljubljana                                |
| <b>Sierra Leone</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                            |                  |                                          |
| Entire country except Freetown                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 12 weeks         | Accra                                    |
| <b>Somalia</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                 |                  |                                          |
| Entire country                                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 4 weeks          | Nairobi                                  |
| <b>South Sudan</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                             |                  |                                          |
| Akon, Aweil, Bentiu, Bor, Kwacjok, Maban, Malakal, Pulmok, Rumbek, Tambura, Yei, Yirol (East)                                                                                                                                                                                                                                                                                                                                                                                  | 6 weeks          | Entebbe                                  |
| Rest of country                                                                                                                                                                                                                                                                                                                                                                                                                                                                | 8 weeks          | Entebbe                                  |
| <b>Sudan</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                  |                                          |
| Abyei, El Fasher (Darfur), El Daein (Darfur), El Geneina (Darfur), Forobaranga (Western Darfur), Gereida (Southern Darfur), Garzilla (Western Darfur), Kabkabiya (Darfur), Kass (Darfur), Khor Abeche (Southern Darfur), Kutum (Darfur), Masteri (Western Darfur), Marla (Southern Darfur), Muglad (Southern Kordofan), Nyala (Darfur), Shangil Tobaya (Northern Darfur), Sheiria (Southern Darfur), Um Kadada (Northern Darfur), Zalingei (Darfur), Zam Zam (Northern Darfur) | 6 weeks          | Entebbe                                  |
| Ed Damazin, Kadugli, Khor Omer                                                                                                                                                                                                                                                                                                                                                                                                                                                 | 8 weeks          | Entebbe                                  |
| Port Sudan                                                                                                                                                                                                                                                                                                                                                                                                                                                                     | 12 weeks         | Entebbe                                  |

| <i>Duty station</i>                | <i>Frequency</i> | <i>Rest and recuperation destination</i> |
|------------------------------------|------------------|------------------------------------------|
| <b>Syrian Arab Republic</b>        |                  |                                          |
| Entire country                     | 6 weeks          | Amman                                    |
| <b>Timor-Leste</b>                 |                  |                                          |
| Entire country except Dili         | 12 weeks         | Darwin                                   |
| <b>United Republic of Tanzania</b> |                  |                                          |
| Kigoma                             | 12 weeks         | Entebbe                                  |
| <b>Yemen</b>                       |                  |                                          |
| Aden, Harad, Sa'dah, Sana'a        | 6 weeks          | Larnaca                                  |

Updated: 1 July 2012

<sup>a</sup> Reflects duty stations with a presence of Secretariat staff members. Specialized agencies, funds and programmes issue organization-specific lists.

<sup>b</sup> The four-week rest and recuperation for Baghdad is a transitional measure that will be discontinued on 31 December 2012.